

SIMPLY BRILLIANT



**PINNACLE**

# Design Guidelines

CHECKLIST

V5, MAY 2021

For more information on the application of requirements see the complete copy of the Pinnacle Design Guidelines and visit our website at [www.pinnacleballarat.com.au](http://www.pinnacleballarat.com.au)

Requirements that must be met marked with an "\*" have associated guidelines that should be met, which if met, will ensure that they are satisfied.

To assist, those guidelines satisfied by the way of notations on the plans are marked (NB).

SECTION	MUST – Mandatory Requirements that MUST be met	MET?	
2.2	For lots less than 300 square metres, dwellings, including garages, must be wholly contained within the building envelope, unless an encroachment is provided for under the Small Lot Housing Code.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.2	For lots greater than 300 square metres, dwellings must have a front setback of at least 4 metres.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.2	Any dwellings on lots marked 'DS' on the registered plan of subdivision must be double storey.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.3	Retaining walls and any battering to the side and rear of the home must be limited to a combined height of 1.2m where in cut.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.3	To the front of the dwelling, any retaining walls and battering must be limited to 800mm where in cut and must be setback from the front boundary at least 2m.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.3	Deepened edge rebates must be used instead of fill, with any fill outside the building footprint minimised.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.3	Where fill is placed outside the building footprint, retaining walls must be limited to a height of 300mm unless they are setback greater than 1.5m from any side or rear boundary, where they can increase to a maximum height of 600mm. Any retaining wall must ensure that the height of the 1.8m high boundary fence required under section 5.1 is adequate to limit overlooking as required under the Building Regulations and to provide safety/security of the property.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.3	The height of retaining walls is to be reduced through the use of a combination of retaining walls and soft battering wherever possible.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.3	Any battering and retaining walls must be a minimum of 300mm from a side and rear boundary.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
2.3	Materials for the retaining walls must be sympathetic to the overall design of the dwelling and can include: <ul style="list-style-type: none"> <li>• Natural stone</li> <li>• Stained or painted smooth sawn sleepers</li> <li>• Blockwork with a bagged and painted, rendered or stone clad finish</li> <li>• Gabion walls</li> <li>• Coloured and textured concrete sleepers</li> </ul> Other materials will be considered if they complement the design of the dwelling.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	<input type="checkbox"/> No
3.1	The main entry to the dwelling must be visible from the Primary Frontage, defined with a verandah, portico, porch or other similar entrance feature, designed to be sympathetic to the overall dwelling design.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3.1	Dwellings must have a staggered front setback, achieved through a greater setback to the garage and the incorporation of differing setbacks to the dwelling façade. See section 3.3 for further requirements for the garage design.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3.1	Dwelling design on Sloping Lots must have regard to the fall of the land and split-level designs must be considered.*	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3.1	Dwellings must have low-reflective metal sheet roofing or roof tiles which complement the home design and style. <sup>(NB)</sup>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3.1	All pitched/hipped roofs must be designed to have eaves addressing the Primary Frontage (excluding the garage and any parapet wall), which must return and continue a minimum distance of 2 metres along the connecting return wall and/or walls from the said frontage.*	<input type="checkbox"/> Yes <input type="checkbox"/>	<input type="checkbox"/> No
3.2	Two (2) dwellings of the same front façade design must not be built within three (3) dwelling lots of the subject property, both either side and opposite your lot.	<input type="checkbox"/> Yes	No
3.3	At least one (1) covered car parking space must be provided per dwelling.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

SECTION	MUST – Mandatory Requirements that MUST be met	MET?	
3.3	<p>The design of the car parking structure, including any garage door, must be complementary to the overall home design and external colour scheme and must not be a dominant element in the built form through:</p> <ul style="list-style-type: none"> <li>• Incorporating the garage into the main roof form of the dwelling.</li> <li>• Not occupying more than 40% of the width of the lot frontage, unless the dwelling is two (2) or more storeys whereby the garage opening should not exceed 30% of the area of the front façade of the dwelling or alternatively meet the requirements of the Small Lot Housing Code (SLHC) if applicable.</li> <li>• Being setback a minimum of 5 metres from the front boundary.</li> <li>• Not having individual garage doors or carport openings greater than 5.5 metres in width.</li> <li>• Being setback behind the front façade of the dwelling, unless otherwise designed to not be dominant in the overall design of the dwelling.</li> <li>• Incorporating window designs to complement other windows on the front façade facing the Primary Frontage where a garage wider than a double garage is used, with any window located alongside the entry/other dwelling windows.</li> </ul>	Yes	No
3.3	Garage doors visible from a street must be panel lift or sectional overhead, or a tilt door. Roller doors are not permitted.	Yes	No
3.3	Where side-entry garages are used to assist in reducing driveway gradients and the cut or fill of the land, any wall of the garage facing the Primary Frontage must incorporate windows complementary to the design of the dwelling.	Yes	No
3.4	Muted colours and finishes must be used in the dwelling design, with the exception of bolder accent colours that can be used sparingly to emphasise, contrast or create a rhythm in the built form.*	Yes	No
3.4	Full face brick façades must not be used unless at least two complementary brick colours and/or shades are used within the design.	Yes	No
3.4	All external surfaces are to be in a finished state (painted or coated where required) prior to occupation. <sup>(NB)</sup>	Yes	No
3.4	Where visible from the public realm (e.g. streets, parks, etc) materials above the windows and garage door must match the surrounding material of the façade and must be finished flush with the façade.	Yes	No
3.5	Windows on the front façade must have sill heights no greater than 700mm above finished floor level to a habitable room, with window head or sill heights matching on that façade.	Yes	No
3.5	Double storey dwellings must have windows to habitable rooms that overlook the street and any abutting public open space.	Yes N/A	No
3.5	Leadlight and stained glass features must not be used. <sup>(NB)</sup>	Yes	No
3.5	Any window tinting must be non-reflective. <sup>(NB)</sup>	Yes N/A	No
3.6	A dwelling on a corner lot must appropriately address both street frontages with articulation of the built form including varying materials, window and door openings visible from both streets, with an appropriate corner feature 'turning the corner' at each level between the front façade and wing fence.*	Yes N/A	No
3.6	A dwelling on a corner lot must on its Secondary Street Frontage exposed to the street (i.e. forward of the wing fencing) return any eaves along the secondary façade and contain at least one habitable room window.	Yes N/A	No
3.6	Materials on the front façade of a dwelling on a corner lot must be incorporated along the façade of the secondary frontage between the front façade and wing fence.	Yes N/A	No
3.6	<p>A dwelling on a corner lot must have at least one of the following building elements incorporated into the design as a corner feature:</p> <ul style="list-style-type: none"> <li>• Additional window/s,</li> <li>• A return verandah,</li> <li>• A balcony,</li> <li>• A pergola,</li> <li>• An architectural element such as a blade/column compatible with the design of the dwelling,</li> <li>• An articulated step back or setback to the side wall.</li> </ul>	Yes N/A	No

SECTION	MUST – Mandatory Requirements that MUST be met	MET?	
3.7	Only one crossover and associated driveway must be constructed to each lot, unless the lot is on a corner or has a frontage width of at least 18 metres, where a second crossover and associated driveway can be considered.	Yes	No
3.7	Where more than one crossover is allowed, the width of the crossovers must not exceed 35% of the street frontage.	Yes N/A	No
3.7	Crossovers must be constructed of plain coloured concrete to match the footpath. <sup>(NB)</sup>	Yes	No
3.7	The width of the driveway must be no wider than the garage and taper to the width of the crossover.	Yes	No
3.7	Any widened crossover must not exceed a width of 5m.	Yes N/A	No
3.7	A driveway must be setback at least 300mm from a side boundary to allow for a planting strip.	Yes	No
3.7	Driveways must be completed before the home is occupied. <sup>(NB)</sup>	Ack.	
3.7	The width of the driveway must be no wider than the garage and taper to the width of the crossover.	Yes	No
3.7	If the garage is setback at least 2m from a side boundary and access alongside the dwelling is required, the surface beyond the garage must be permeable, such as grasscrete or granitic sand and the required 300mm planting strip must still be achieved.	Yes N/A	No
4.1	Water efficient fixtures and appliances must be used, including: <ul style="list-style-type: none"> <li>• Showerheads and taps to bathrooms, laundries and kitchens that use less than 6 litres of water per minute (or at the least a 3 star WELS rating).</li> <li>• Dishwashers that use less than 14 litres of water per use. <sup>(NB)</sup></li> </ul>	Yes	No
4.2	All home designs must: <ul style="list-style-type: none"> <li>• Achieve a minimum 6 Star NatHERS Energy Rating using the FirstRate 5, AccuRate or BERS</li> <li>• Allow for the provision of solar power (or other non-polluting, renewable power source). <sup>(NB)</sup></li> </ul>	Yes	No
4.2	Any solar hot water panels/piping for the dwelling or swimming pools located on the roof must be installed at the same pitch angle as the roof and where practical they are to be located at the rear of the property to minimise visual impact from public viewing. Tanks for such systems are not permitted to be located on the roof and must be screened from public view. <sup>(NB)</sup>	Yes N/A	No
4.4	Water heating must be through the use of gas hot water, heat pump or solar hot water (gas or electric boosted). <sup>(NB)</sup>	Yes	No
4.4	Appliances that produce less greenhouse gas emissions must be used, such as: <ul style="list-style-type: none"> <li>• Dishwashers with an energy consumption of &lt;245kWh per annum; and,</li> <li>• Air conditioning systems with COP (Co-efficients of Performance) of &gt;3.20 and EER (Energy Efficiency Ratio) of &gt;3.00. <sup>(NB)</sup></li> </ul>	Yes N/A	No
4.5	At least 70% of the plant species used within the garden must be drought tolerant, with locally indigenous plant species used where possible.* <sup>(NB)</sup>	Yes	No
4.5	A small to medium canopy tree must be provided where it can be appropriately located to enhance the streetscape.	Yes	No
4.5	Concrete surfacing to the front of dwellings must not be used unless to provide for a driveway or pedestrian path from the footpath to the front entry of the dwelling.*	Yes	No
4.5	The front garden must be completed within three (3) months of the Certificate of Occupancy being issued.	Ack.	
4.6	At least one cubic metre must be provided to the rear of the dwelling for potential on-site compost facilities.	Yes	No
5.1	Side and rear fencing must be 1.8 metres in height above natural ground level and comprise of timber palings and must have timber capping with timber posts exposed to both sides of the fence. Fences between adjoining lots must finish a minimum of 1 metre behind the front façade. A wing fence of 1.8 metres in height can return between the side boundary and dwelling at that point.	Yes	No

SECTION	MUST – Mandatory Requirements that MUST be met	MET?	
6.2	Outbuildings must be located so they are generally not visible from the street and the design, colour and material must be consistent with the external home design.	Yes	No N/A
6.2	Larger outbuildings must be of a height and scale that does not unreasonably compromise on or off-site amenity and be: <ul style="list-style-type: none"> <li>• Set off all boundaries, with an ample landscaped buffer provided between the shed and the boundary fence;</li> <li>• Located towards the rear of the property, well setback from the front of the dwelling and behind gates/fencing; and,</li> <li>• Be of a single storey height and scale.</li> </ul>	Yes	No N/A
6.3	All homes must install or make allowance for optic fibre cabling that complies with the NBN Co In-Home Wiring Guide (or any subsequent NBN Co guidance) or equivalent where another service provider is used. <sup>(NB)</sup>	Yes	No
6.4	Signage must not be erected on the lots except for: <ul style="list-style-type: none"> <li>• Builders or tradespersons identification (maximum 600mm x 600mm) required during dwelling construction, which must be removed within 10 days of the issue of the Certificate of Occupancy; or,</li> <li>• One sign advertising the sale of a complete dwelling, which must be removed within 10 days of the property being sold.</li> </ul>	Ack.	
6.4	Unless approved by the developer, no sign/s must erected for the purposes of advertising the sale of a vacant lot other than any sign that relates to the sale of a lot by the Developer.	Ack.	
6.5	Gutters and downpipe treatment must complement the house colour.	Yes	No
6.5	With the exception of downpipes and gutters, all external plumbing including but not limited to hot water units, spa pumps/motors are to be concealed from public view. <sup>(NB)</sup>	Yes	No
6.6	Trucks or commercial vehicles (exceeding 1.5 tonnes), recreational vehicles and caravans must be screened from public view when parked or stored.	Ack.	
6.7	Roller shutters and metal bars over windows must not be used where visible from the street.	Ack.	
6.7	Security flyscreen doors must be a dark colour, not made of diamond mesh and be sympathetic to the home façade. <sup>(NB)</sup>	Yes	No N/A
6.8	Internal windows furnishings which can be viewed by the public must be fitted within three (3) months of occupancy, with sheets, blankets, or similar materials for which window furnishing is not their primary use, will not be permitted.	Ack.	
6.9	The Purchaser/Owner must not allow any rubbish including site excavations and building materials to accumulate on the lot (unless the rubbish is neatly stored in a suitably sized industrial bin or skip) or allow excessive growth of grass or weeds upon the lot.	Ack.	
6.9	The Purchaser/Owner must not place any rubbish including site excavations and building materials outside the lot, including on adjoining land, in any waterway or reserve, except for on collection days where it can be placed on the nature strip to the front of the lot.	Ack.	

(N/A = Not Applicable, Ack. = Acknowledged).

If you selected **NO** to any of the above, those matters will need to be addressed so as you can answer **YES** (unless Not Applicable).

SECTION	SHOULD – These guidelines SHOULD be met to assist in achieving a good urban outcome and improving the sustainability of the home	MET?	
		Yes	No
2.1	<p>The dwelling should:</p> <ul style="list-style-type: none"> <li>• Be provided with north-facing private open space where possible, accessible from a main living area.</li> <li>• Locate living areas to the north.</li> <li>• Place windows and doors to allow for cross (horizontal) and stack (vertical) ventilation through the interior of the dwelling.</li> <li>• Increase setbacks from side boundaries to promote an open landscape and reduce off-site amenity impacts, such as overshadowing and overlooking.</li> </ul>	Yes In Part	No
3.1	Any dwellings on Sloping Lots should make use of any undercroft area wherever possible.	Yes N/A	No
3.1	Roof forms should add to the architectural character of the built form. Where hipped roof forms are displayed roof pitches should be a minimum of 15 degrees and maximum of 30 degrees from the horizontal. Alternate roof forms are encouraged where it can be demonstrated that they display a high degree of architectural merit.	Yes	No
3.1	Recycled concrete or terracotta tiles should be used where possible. <sup>(NB)</sup>	Yes N/A	No
3.1	Eaves should have a minimum depth of approximately 450mm and be incorporated around the extent of buildings to aid in providing some shade protection to habitable room windows.	Yes	No
3.4	A minimum of two (2) different material finishes (excluding windows and garage doors) should be used on the front façade, with the secondary material encouraged to cover a minimum of 20% of the façade.	Yes	No
3.4	<p>Materials should be sourced locally where practicable, <sup>(NB)</sup> and should include one or more of the following:</p> <ul style="list-style-type: none"> <li>• Brickwork or bagged and painted or rendered brickwork.</li> <li>• Masonry blocks, sandstone and stack stone</li> <li>• Lightweight cladding panels (e.g. weatherboards)</li> <li>• Horizontal or vertical timber cladding</li> <li>• Colourbond (painted finish), Alucobond or similar</li> </ul>	Yes N/A	No
3.5	Window frame and glazing selection should be complementary to the overall colour palette.	Yes	No
3.6	The habitable room window addressing the Secondary Street Frontage of a corner lot should have sill heights to match those on the front façade.	Yes N/A	No
3.7	The colour of the driveway should be a neutral tone and complement the building design and external colour scheme (e.g. coloured concrete, exposed aggregate).	Yes	No
3.8	Letterboxes should be designed to complement and match the dwelling, using similar materials, colours and finishes, with clearly identifiable street numbering.	Yes	No
4.1	All homes are encouraged to make space for the provision of rainwater tanks that can be plumbed to the dwelling for toilet flushing and garden irrigation. Any rainwater tank should be of a suitable, non-reflective, muted colour that blends into the home design. <sup>(NB)</sup>	Yes	No
4.2	All homes designs should aim to achieve a 7.5 star rating using the FirstRate 5, AccuRate or BERS. <sup>(NB)</sup>	Yes	No
4.2	To reduce energy consumption, compact fluorescent lamps or LED's should be installed in downlight fittings, pendant and wall mounted fittings and external light fittings and garden lights, which should also be connected to sensors or timers. <sup>(NB)</sup>	Yes	No
4.3	<p>Dwellings should use low emission:</p> <ul style="list-style-type: none"> <li>• Paints on at least 95% of internal and external painted finishes;</li> <li>• Sealants and adhesives on at least 95% of internal and external surfaces; and,</li> <li>• Floor coverings on at least 95% of the indoor covered floors. <sup>(NB)</sup></li> </ul>	Yes N/A	No

SECTION	SHOULD – These guidelines SHOULD be met to assist in achieving a good urban outcome and improving the sustainability of the home	MET?	
4.3	Substantial insulation should be used for floors, walls, roofs and ceilings. <sup>(NB)</sup>	Yes	No
4.5	75mm of mulch should be applied around planted areas and maintained. <sup>(NB)</sup>	Yes	No
4.5	The use of separate pedestrian paths should be avoided to increase soft landscaping opportunities, with it encouraged that at least 20% of each lot comprise of a permeable landscape treatment.	Yes N/A	No
6.1	The placement of external services such as clotheslines, rainwater tanks, hot water units, heating and cooling units, solar water heaters and panels, and bin storage areas should be located to limit their visibility from the street and other public spaces.	Yes N/A	No
6.1	Air-conditioning/heating units and exposed componentry should be located below the roof ridge line, towards the rear of the dwelling and colour toned to match adjoining wall or roof colour.	Yes N/A	No
6.2	Outbuildings should be less than 20sqm and 2.5m high.	Yes N/A	No
6.5	Downpipes on the front façade should be avoided where possible, though if required, they are to be colour matched to the wall of the dwelling.	Yes	No